



## NEW PROGRAM PROPOSAL FORM

Sponsoring Institution(s): Ranken Technical College

Program Title: Microsoft Windows Server Program

Degree/Certificate: Certificate

Options: Click here to enter text.

Delivery Site(s): 4431 Finney Avenue, St. Louis, MO 63113

CIP Classification: 11.1001

\*CIP code can be cross-referenced with programs offered in your region on MDHE's program inventory [highered.mo.gov/ProgramInventory/search.jsp](http://highered.mo.gov/ProgramInventory/search.jsp)

Implementation Date: August 2013

Cooperative Partners: Click here to enter text.

\*If this is a collaborative program, form CL must be included with this proposal

### AUTHORIZATION:

Donald J. Pohl/Executive Vice President

Name/Title of Institutional Officer

Signature

Date

June Poletti

314-286-4817

Person to Contact for More Information

Telephone



## STUDENT ENROLLMENT PROJECTIONS

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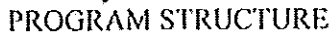
Year	1	2	3	4	5
Full Time					
Part Time	10	12	8	10	10
Total	10	12	8	10	10

Please provide a rationale regarding how student enrollment projections were calculated:

This program gives our students the opportunity to obtain Microsoft Certified Technology Specialist (MCTS) certifications. Years 1-3 are based on current enrollment. We project to maintain this rate of enrollment.

Provide a rationale for proposing this program, including **evidence of market demand and societal need supported by research:**

Growth in this occupation will be driven by the increased data needs of companies across the economy. Annual projected job openings in the state of Missouri for Computer Network Support Specialists is 60.



C. General education: Total credits: 0

E. Free elective credits:

none

(Sum of C, D, and E should equal A.)

F. Requirements for thesis, internship or other capstone experience:

none

G. Any unique features such as interdepartmental cooperation:

none



## PROGRAM CHARACTERISTICS AND PERFORMANCE GOALS

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Institution Name      Ranken Technical College  
Program Name          Microsoft Windows Server Program  
Date    3-28-16

(Although all of the following guidelines may not be applicable to the proposed program, please carefully consider the elements in each area and respond as completely as possible in the format below. Quantification of performance goals should be included wherever possible.)

### 1. Student Preparation

- Any special admissions procedures or student qualifications required for this program which exceed regular university admissions, standards, e.g., ACT score, completion of core curriculum, portfolio, personal interview, etc. Please note if no special preparation will be required.

No special preparation will be required. Students must complete an application; submit a copy of their high school diploma, final high school transcript or GED certificate; take the Compass Placement Test for Reading, Math and Writing or submit ACT scores in Reading (16 or higher), Math (17 or higher) and composition (7 or higher); pay the \$95 non-refundable registration fee.

- Characteristics of a specific population to be served, if applicable.  
None.

### 2. Faculty Characteristics

- Any special requirements (degree status, training, etc.) for assignment of teaching for this degree/certificate.

AS or BS degree in Information Technology or related computer field. Proficiency with PC hardware, Command line, Windows 7, Windows 8, and HTML are required. Proficiency in VMWare, NetApp, and MS SQL Server.

- Estimated percentage of credit hours that will be assigned to full time faculty. Please use the term "full time faculty" (and not FTE) in your descriptions here.  
Each evening faculty member teaches one 6-credit hour course per semester.

- Expectations for professional activities, special student contact, teaching/learning innovation.

Faculty are expected to travel to area schools and industry to promote the program. Work closely with program advisory committee to maintain and enhance curriculum and assess program outcomes.

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### **3. Enrollment Projections**

- Student FTE majoring in program by the end of five years.  
We expect to have 12 students enrolled in various levels of completion during year five of the program.
- Percent of full time and part time enrollment by the end of five years.  
100 % part time enrollment

### **4. Student and Program Outcomes**

- Number of graduates per annum at three and five years after implementation.  
Year 3: 12 graduates Year 5: 12 graduates
- Special skills specific to the program.  
Students will take the CompTIA A+ exams after completing the 1st two semesters. Students will also take the Microsoft Windows Server 2008 Active Directory, Configuring (70-640) and the Microsoft Windows Server 2008 Network Infrastructure, Configuring (70-642) exam. After passing each Microsoft exam, students will receive the Microsoft Certified Technology Specialist (MCTS) certification.
- Proportion of students who will achieve licensing, certification, or registration.  
50% will obtain MCTS certification upon 1st attempt
- Performance on national and/or local assessments, e.g., percent of students scoring above the 50th percentile on normed tests; percent of students achieving minimal cut-scores on criterion-referenced tests. Include expected results on assessments of general education and on exit assessments in a particular discipline as well as the name of any nationally recognized assessments used.  
Click here to enter text.
- Placement rates in related fields, in other fields, unemployed.  
90% of graduates will be placed within 6 months of graduation
- Transfer rates, continuous study.  
We anticipate 10% of graduates may transfer or continue study towards a bachelor level degree.

### **5. Program Accreditation**

- Institutional plans for accreditation, if applicable, including accrediting agency and timeline. **If there are no plans to seek specialized accreditation, please provide a rationale.**  
Ranken Technical College is accredited by The Higher Learning Commission.

### **6. Alumni and Employer Survey**

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- Expected satisfaction rates for alumni, *including timing and method of surveys*. Alumni will be invited to serve on departmental advisory boards that provide advice and information to keep faculty up to date on recent trends in industry.
- Expected satisfaction rates for employers, including timing and method of surveys. Employers who hire graduates are invited to serve on departmental advisory boards that provide advice and information to keep programs up-to-date on recent trends in their industry. These vital contributions ensure that Ranken's curriculum stays on the leading edge of the industries we serve.

## **7. Institutional Characteristics**

- Characteristics demonstrating why your institution is particularly well-equipped to support the program.  
Through a unique combination of classroom education and hands-on instruction, each student is fully educated to be successful in his or her technical field of choice. Our education formula is founded on success and career development. The formula for a student's success is based upon three equal components: technical education, general education, and work ethic.